

EVALUATION REPORT

0: Executive Secretary Suggestion and Achievement Awards Committee

SUGGESTION NO.

INSTRUCTIONS: Please complete this form in detail to guide the Suggestion and Achievement Awards Committee in making a final determination of the merits of this proposal. Retain third copy. SEE REVERSE SIDE, THIRD COPY FOR ADDED GUIDANCE.

1. ACTION RECOMMENDED ☐ ADOPT ☒ DECLINE ☐ OTHER (Specify) _____

DATE IMPLEMENTED _____

2. REASONS FOR RECOMMENDATION (If more space is needed, use plain paper)

This is not a new idea. Employee photographs have been used and the results have been more expensive and less durable than purchased art. In fact, any Agency-wide art distribution program is unmanageable.

In 1979 and again in 1980, employee photo shows were run as contests with winning photos reproduced in quantities of ten, framed, and distributed. Whether newly framed with mat and glass or new box frames or mounted on recycled box frames, the labor and material costs exceeded costs for purchasing framed and matted lithographic prints of various subjects which are available on GSA schedule for \$30.00 each. In addition to higher initial cost, photographs have a shorter life expectancy due to sun fading.

Currently any office needing pictures can borrow catalogs for GSA scheduled wall art from [redacted] OL/LSD. Using their office funds, they can order what is mutually selected and monitor placement and retention.

3. TANGIBLE FIRST-YEAR SAVINGS (Hours, salary costs and rates, material, equipment, etc. saved.) (Attach a separate sheet if necessary.)

4. INTANGIBLE BENEFITS (See guide on reverse side of third copy) (Specify "Value of Benefit" and "Extent of Application", explaining reasons to justify your appraisal).

5. WHAT OTHER OFFICES, DIVISIONS, ETC. MIGHT ALSO USE THIS IDEA?

SIGN _____

Chairman, Fine Arts Commission

COMMITTEE MEMBER OR PROGRAM COORDINATOR

DATE

1 - FAC Files